

DD/A Registry

File

*Reports*

77-2430

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26 September 1977

MEMORANDUM FOR: Acting Deputy Director for Administration  
Legislative Counsel  
General Counsel  
Assistant to the DCI (Public Affairs)

STATINTL

FROM: John F. Blake  
Acting Deputy Director of  
Central Intelligence

SUBJECT: Monthly Cable "Director's Report to the Field"

1. As mentioned at the Director's Staff Meeting of 26 September, we are giving consideration to issuing a monthly cable "Director's Report to the Field." The purpose is to pass on to the field information which is readily available at Headquarters but somewhat difficult to come by in the many remote areas at which our people serve. We would see a format which had information on relations with the Congress, developments in the Executive Branch, significant press and public relations matters, etc. STATINTL

STATINTL

2. I would appreciate it if addressees would render a monthly report to Miss [redacted] of my office. The report should be forwarded by the fifth last working day of each month. Material to be forwarded should include:

a. From OLC:

(1) Congressional appearances of the DCI during the month.

(2) The introduction of any legislation in the Congress which would impact on the Intelligence Community, the Agency, or on individuals in their role as Federal employees.

b. From OGC:

(1) Information on Executive Order matters under consideration, i.e., current work to replace E.O. 11905 and E.O. 11652.

(2) Any judicial decisions which address themselves to Agency or Community matters.

c. From DDA:

(1) Any significant developments in the arena of FOIA and the Privacy Act.

(2) Any significant developments, internally or externally, that affect our people as employees of the Federal government.

d. From Assistant to the DCI (Public Affairs):

(1) Reference to any significant press coverage.

(2) Matters pertaining to public relations, i.e., "Good Morning America" show, speeches given by the DCI, current "Family Visitation Days," etc.

3. The above is meant to portray only a typical list of items of interest and is not designed to be all-inclusive. We ourselves will remain sensitive and alert to other matters which could be included.

4. It is planned to send such a report to the field for the month of September. Accordingly, on a one-time basis, we would appreciate receipt of this material by COB Friday, 30 September.

STATINTL

John F. Blake

Distribution:

Orig - ADDA

1 - LC

1 - GC

1 - A/DCI(PA)

1 - DCI

1 - DDO

1 - DDI

1 - DDS&T

1 - ADDCI

1 - SA/ADDCI

1 - ER

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